

# **North Dakota Heritage Center Expansion Design Development Meeting 04**

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DATE: Thursday, July 2, 2009

TIME: 10:00 – 11:30 am

PLACE: Conference Room – ND Heritage Center

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## **MINUTES**

- Consultants/Owners Progress
  1. Update on the Status of the Contract: John and Joel met with Merl, Dave and Claudia. A letter concerning the ratios was attached to the contract addendum and sent to LJA. We are waiting for a response.
  2. Update on HGA Site Visit – July 7<sup>th</sup> and 8<sup>th</sup>. Preliminary Schedule: Claudia has sent the committee members a copy of the agenda. Claudia and Joel have a conference call this afternoon to finalize the agenda. Claudia will let everyone know if any changes arise from that meeting.
  3. Update on Soils report and geotechnical survey: John will be applying for grant funds from the Department of Commerce. Joel has received the proposal format for the geotechnical survey. Joel will be sending out the soil and geotechnical RFP's next week. Permits for geothermal systems are issued by the Geological Survey Department.
  4. Update on Exhibit planning: Claudia and her representatives to meet with Joel and Sherry Neas (Director of Central Services – State Procurement.) to discuss solicitation guidelines and rules. From there we can finish the documentation and develop a preliminary schedule for obtaining an exhibit planner or planners. There was some discussion about developing a master plan for the entire building's exhibits.
  5. Update on Food Contract: Facility Management is responsible for obtaining campus food service. There is flexibility to write the next vendor solicitation to include what the HC would like to provide. The lease agreement is up for renewal at the end of this biennium.
  
- Current Project Issues – Primary (Impact on plans.)

1. Compact Shelving: HGA is waiting for departments to give them an estimate of the various types of specialty shelving. Once we provide them with this information they will provide estimates for grant writing.
- Future Project Issues – Secondary
    1. Update on material and in-kind donations: Great River is expected to provide their material donation in the next two weeks. Hebron Brick has not been contacted. May occur after HGA site visit.
  - Potentially New Design Issues
    1. None were presented.
  - Questions or Comments

For those attending the Wednesday and/or Thursday lunches, they will occur in the Lecture Room.
  - Adjourn